



## **Course: Workplace Violence Prevention Training**

Workplace Violence Prevention Training is a one-unit course designed for managers, supervisors and workers involved in the development or implementation of an organization's workplace violence prevention policy. Participants will learn to recognize the risk factors associated with workplace violence and will examine the components of an effective workplace violence prevention program.

### **Course Objectives:**

Upon completion of the course, the participant should be able to:

- Define *workplace violence* and describe the various types of workplace violence;
- Recognize occupations that are at greater risk of workplace violence;
- Describe how Canadian legislation addresses the issue of workplace violence;
- List the components of an effective workplace violence program;
- Write a workplace violence prevention policy;
- Conduct a workplace violence risk assessment;
- Describe the types of preventative measures that can be taken to reduce the risk of workplace violence;
- Describe the provisions that should be in place for reporting and investigating incidents of workplace violence;
- Recognize the importance of follow-up;
- Know the components of an emergency response plan;
- Understand the importance of victim assistance;
- Identify the types of training and education that must be offered to support violence prevention;
- Explain why and when a violence prevention program should be reviewed.

### **Evaluation Process:**

There is a quiz at the end of this course that each participant must challenge and successfully complete with a passing grade before receiving their certification for this training program.

### **Course Duration:**

The course is self paced so course duration will depend on the individual participant and their prior knowledge base with the course subject matter. On average, the course will take between 2-3 hours to complete.

### **Who Should Take the Course?**

All employees at all levels would value from participating in this course as violence of any type is detrimental to a work environment.